



MEETING MINUTES
Town of Peshtigo Board Meeting
Tuesday, May 16, 2023 at 7 p.m.

STATE OF WISCONSIN, Town of Peshtigo, Marinette County
Peshtigo Town Hall, W2435 Old Peshtigo Road, Marinette, Wisconsin

1) Call to order: 7:00pm

2) Pledge of allegiance

3) Roll call: Present: Chairperson Friday, Supervisor Coble, Supervisor Wortner, Supervisor Furton

Absent: Supervisor Kowalski

4) Verification that proper notice was given

5) Agenda approval

6) Minute Approval: Friday tabled the 4/12/23 meeting minutes until 2 board members who attended the meeting are present. Motion made by Furton to approve the 4/18/23 minutes/Second by Wortner. Motion carried with 4 yes votes. Coble motion to approve the 4/27/23 minutes/Second by Wortner. Motion carried with 4 yes votes.

7) Announcements

8) Public Comment (state your name & address, limited to 3 minutes)

a. Jessica Closhey encouraged the board to have a hope, desire, and support for clean water, as well as for ongoing transparency.

b. Cindy Baur reminded the board of the previous petition to use ARPA funds to fund the fire truck, and encouraged this board to look into doing so.

c. Buck Melton expressed that he is very pleased with the new culvert work done on Lietzow Road.

9) Department Head Reports

a. **Fire Department:** Chief Folgert gave report.

b. **Constable:** Friday announced the resignation of Constable Dory, effective 05/15/2023. Wortner motion to appoint Robert Schounard as constable/Second by Coble. Motion carried with 4 yes.

10) Strand Engineering Discussion: Review current state & services performed for contracted amount of \$19,300, ITAs (Intent to Apply) due June 30th for Safe Drinking Water Loan Program with presentation limited to 10 minutes followed by question & answer session.

11) Grant & Eisenhofer Legal Team discussion: Review current status of litigation, anticipated next steps & timeline with presentation limited to 10 minutes followed by question & answer session.

12) Treasurers Report/Investment Report/Budget YTD vs Actual/Budget Amendments: After viewing expenses, Treasurer Maney recommended that the board discusses expenditures, reviews current accounts, and evaluates current and future costs as we are spending more than we are taking in.



13) Approve Vouchers & Payments of Bills: Treasurer Maney announced that additional e-pays were submitted, which cannot wait until June's board meeting to be approved and paid, some of which included Peshtigo Asphalt for work done on Town roads. Furton asked what department these Peshtigo Asphalt invoices were coded to, to which Maney and Wortner said they are road maintenance. Furton stated that those invoices are above the amount that our ordinances allow and that we do have to follow ordinances, even if it is not on our timeline. Wortner confirmed he checked with Wisconsin Towns Association, who deemed this service as road maintenance. Furton recommended Chair Friday get something in writing from Towns. Friday agreed to do so. Furton also urged all to follow the purchase policy and best practice for all purchases. Wortner motion to approve vouchers and payments of bills/Coble second. Furton opposed. Motion carried with 3 yes votes.

14) Update on former Clerk additional compensation: Friday updated that former Clerk Wiedemeier was paid for additional hours that were approved by the previous board members, although due diligence was not done by the previous board and that a minimum of \$500 should not have been paid. Former Clerk Wiedemeier's check was mailed on April 27th and deposited on or around May 2nd.

15) Office Technology Equipment costs, discussion with possible action: Regarding minimally used office iPads and additional phones, Coble motion to keep Constable phone and deactivate all others/Second by Wortner. Furton opposed. Motion carried with 3 yes.

16) CivicPlus Agenda Software discussion with possible action: Chair Friday spoke with CivicPlus, who agreed to reimburse a prorated cost of \$2,115 with cancellation of services. Coble motion to cancel service/Second by Wortner. Furton opposed. Motion carried with 3 yes.

17) Discussion and action re: Strand Engineering presentation: Furton motion for previous Strand invoice of \$19,300 to be paid via ARPA funds/Second by Coble. Motion carried with 4 yes. Coble motion to table and review all other Strand information/Second by Wortner. Furton opposed. Motion carried with 3 yes votes.

18) Discussion with possible action re: Grant & Eisenhofer legal team presentation: Furton motion to schedule a closed session with G&E. No second was made. Motion failed.

19) Review Ad hoc Committees, discuss current & future state with anticipated action:

a. Capital Improvement Plan with status update: Friday will keep as is, with Furton appointed as chair.

b. CDBG-CV with status update: Friday will keep as is, until after future public hearing.

i. Supervisor Coble - Town Hall renovation, approve additional funds for heating & cooling: Coble motion to approve moving forward with Integrity Engineering's Option 2, which is a better system and a longer lifespan/Second by Furton. Motion carried with 4 yes.

c. Finance Committee: Friday dissolved committee. Friday mentioned the potential of moving toward a grant committee instead, with discussion for a later date.

d. Personnel Committee: Friday dissolved committee.



e. Policy Committee: Friday dissolved committee.

f. Public Projects Committee, potential future project(s) discussion: Friday dissolved committee. She gave a thank you to Wendel Johnson, who will continue assisting with the Kowalski Walking Trail.

g. Technology Committee, potential future project(s) discussion: Friday dissolved committee.

h. Water committee: Friday dissolved committee.

20) Treasurer Maney 90-day Review, compensation discussion with action: Coble motion to continue Maney at her \$23 hourly rate and work toward pulling back from CPA duties/Second by Wortner. Motion carried with 4 yes.

21) Interim Clerk Okins compensation retroactive to 4/18/23, discussion & action: Coble motion to make Interim Clerk and Treasurer the same rate (\$23/hour) retroactive to last regular board meeting/Second by Wortner. Motion carried with 4 yes. Wortner motion to preapprove Chair and Vice Chair to hire a deputy clerk and set pay/Second by Furton. Motion carried with 4 yes.

22) Deputy Clerk position, ad in Peshtigo Times 5/3 & 5/10 with deadline 5/16

23) RFQs for Town Attorney, ad in Peshtigo Times 5/3 & 5/10 with deadline 6/6

a. Approve interim Attorney Spangenberg, \$185/h: Coble motion to approve hiring Attorney Spangenberg as interim/Second by Wortner. Furton opposed. Motion carries with 3 yes.

b. Limited contact to Chairperson & Interim Clerk with additional granted as indicated per Chairperson

24) Approve 2023 Town Newsletter, printing by Peshtigo Times with approximate cost \$2500: Coble motion to have Peshtigo Times print and mail Town Newsletter/Second by Wortner. Motion carried with 4 yes.

25) Approve Board of Review Ordinances: Furton recommended to table the approval, as it states it should be reviewed by Town Attorney. If approved by Interim Attorney Spangenberg, motion is made to adopt by Coble/Second by Wortner. Motion carried with 4 yes votes.

26) Standing Committee – Buildings & Grounds: Chairperson Coble, Vice Chairperson Wortner, review committee structure with action: Friday dissolved the resident members of this committee.

a. Fire Classroom update: Coble said classroom is nearly done.

b. Roof update, discussion and action: Coble motion to approve \$7,609.60 downpayment, to be paid via ARPA funds, to fix Town Hall roof in fall and patch it until then/Second by Wortner. Carried with 4 yes.

27) Standing Committee – Recycling Center: Chairperson Coble, Vice Chairperson Furton, review committee structure with action: Friday dissolved the resident members of this committee.

a. Spring Cleanup/Shredding Day update: Coble gave update- cleanup/shredding day was successful. Coble thanked former Supervisor Baur for the work done during her term to prep for this day.

28) Standing Committee – Roads & Ditches: Chairperson Wortner, Vice Chairperson Kowalski, review committee structure with action: Friday dissolved the resident members of this committee.



a. Part-time position, recommendation for hiring & compensation with anticipated action:

Motion made by Wortner to hire Jeff Maney part-time at \$20/hour, effective immediately/Second by Coble. Motion hired with 4 yes.

b. Approve stop sign at corner of Flame Road & Old Peshtigo Road with ordinance amendment: Motion to approve made by Wortner/Second by Coble. Motion carried with 4 yes.

c. Approve Hale Road weight limit with ordinance amendment: Motion to approve moving the temporary weight limit to permanent weight limit by Wortner/Second by Coble. Motion carried with 4 yes.

d. Update on completed & proposed work: Wortner gave an update on work completed thus far, including Culvert on Lietzow Road, Tree trimming on Kutz and Krause Road, and gravel roads graded.

i. Approval of tree cutting, NTE \$25K: Wortner stated this was no longer a needed agenda item.

29) Vacancy Appointments to Plan Commission, oath to be taken within 10 days of notification of Appointment:

Wortner motion to appoint Bryan Polzin for Plan Commission, in place of James Baur, through 03-31-2026/Second by Coble. Motion carried with 4 yes.

30) Vacancy Appointments to Board of Appeals, oath to be taken within 10 days of notification of Appointment:

Coble motion to approve Wayne Kamka and Pat Pottratz for Board of Appeals/Second by Wortner. Motion carried with 4 yes. Wortner motion to re-run ad for both Plan Commission and Board of Appeals for alternate vacancies/Second by Coble. Motion carried with 4 yes.

31) \$1.667 million Federal Grant Funds update – Supervisor Furton: Chair Friday announced a potential of creating a grant committee in the future. No action was taken at this time.

32) Landfill Sampling Proposal – Supervisor Furton: Motion made by Furton to accept Robert E. Lee's sample testing for \$4,000, which is already included in the Recycle Center budget/Second by Coble. Motion carried with 4 yes.

33) Assembly Shared Revenue Proposal Letter of Support Approval: Coble motion to approve sending letter/Second by Wortner. Motion carried with 4 yes.

34) Upcoming Events:

a. 5/21/23 75th Anniversary Emergency Rescue Squad Celebration

b. 5/30/23 10 a.m. – 12 p.m. Open Book

c. 6/6/23 10 a.m. – 12 p.m. Board of Review

35) Next Regular Board Meeting: Tuesday, June 20, 2023 at 7 p.m.: Cindy Baur announced an agenda request for the June meeting, stating that she would like to see the wall between the election room and the board room be knocked down, in efforts of making the board room larger.

36) Motion to Adjourn: Wortner motion to adjourn at 9:54pm/Second by Coble.

Kayla Okins, Interim Town Clerk, 05/30/2023